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Library Trustee Minutes 5/11/10

Robbins Library Board of Trustees
Minutes of the Meeting
May 11, 2010

Call to Order

Chairman Katherine Fennelly called the meeting to order at 7:25 p.m. Attending were trustees, Heather Calvin, Kathryn Gandek-Tighe, Brigid Kennedy-Pfister, Barbara Muldoon, Frank Murphy and Joyce Radochia. Also attending were the Library Director, Maryellen Loud, and Assistant Director, Susan Priver.

Approval of Minutes

Upon a motion by Ms. Muldoon, with a second by Ms. Gandek-Tighe, the Board approved the minutes of the meeting of April 13, 2010 as amended.

Communications

None was presented.

Community Time

No members of the community were present.

Director's Report

Trustees read the April Director's Report.

The Community Read book was selected, Marcello in the Real World by Francisco X. Stork.

The terminology of PIT was defined—Process Improvement Team. PITs are created when issues cover multiple departments.

Vicki Slavin requested the use of the art print trust fund allocation to purchase medium sized art print bags. The board approved the purchase after specific monies are consulted with Ms. Muldoon.

Pam Watts-Flavin would like to spend the \$3000 allocation for playaways and audiobooks on CDs. Ms. Muldoon proposed to accept Ms. Watts-Flavin's request and allow her to spend the Playaway fund monies on all forms of audiobooks; Mr. Murphy seconded the motion. The motion passed unanimously.

Fundraising

About three hundred fundraising letters are completed. Ms. Loud will book the community room for Thursday

afternoon for the trustees to complete the fundraising letters. The Board agreed that the long-range plan executive summary will be included in the Friends of the Library Summer Newsletter mailing and not this fundraising mailing.

Budget Update

The final budget presented to town meeting includes a \$25,817 reduction from the FY10 budget, which is a 1% cut. Therefore, the Friends of the Fox will be supporting the Fox Branch Library for roughly 4 hours/week. Ms. Loud explained the monies restored from a previous version of the budget.

Ms. Loud brought the Library's page within the Vision 20/20 public survey to the Board's attention.

Ms. Loud reminded the Board that with the budget as proposed to Town Meeting, she will need to apply for a waiver for library certification with the Massachusetts Board of Library Commissioners.

Long Range Plan Implementation

Ms. Loud reviewed the FY 2011 goals and objectives from the plan, since the Board has not seen the long range plan for a few months. Ms. Loud highlighted the main points of the plan and pointed out which objectives may require funding.

Reading Room Lighting

Ms. Loud updated the Board on the progress of the project.

Discussion of Policies

Ms. Loud presented the Children's Room Appropriate Use Policy. Ms. Loud asked the Board to accept the new policy name of Child Safety Policy. The Board discussed the policy as proposed. Certain wording was changed. Ms. Calvin proposed accepting the policy as amended; Ms. Kennedy-Pfister seconded the motion. The motion passed unanimously.

Ms. Loud presented the Unaccompanied Adults in the Children's Room Policy. The Board discussed the policy as proposed. Certain wording was changed. Ms. Kennedy-Pfister presented a motion to accept the Adults in the Children's Room Policy as amended; Mr. Murphy seconded the motion. The motion passed unanimously.

Appointment of Nominating Committee

Ms. Muldoon and Ms. Radochia have been appointed to be the Nominating Committee.

Friends of Robbins Update

Ms. Fennelly spoke with the Friends of the Library about the Library Foundation. Her talk was well received, and the Friends asked many thoughtful and clarifying questions.

Ms. Calvin reported some news from the last Friends of the Library meeting. The Friends will clarify the membership fee tax deductibility status. The Friends hosted an antiques appraisal night that was well attended. The next program is based around photography conservation.

Other

Ms. Radochia reported that the Spengler Memorial Committee will meet one more time to approve a final report.

Date of Next Meeting

The next meeting will be June 15, 2010.

Adjournment

The meeting adjourned at 9:30 p.m.

Respectfully submitted,

Susan Priver
Assistant Director